

## Position Description

# Curator/Greenskeeper

### OVERALL PURPOSE OF THE POSITION

- Provide assistance and support to the Team Leader Grounds & Gardens in all of their role, and under their direction, to carry out a range of technical and administrative functions.
- Ensure day-to-day activities, plans, programs for the Grounds of Barker College are carried out.
- Work in a team environment in the establishment, construction and maintenance of the School's soft and hard landscaped areas of gardens, lawn, nature strips and courtyards and to provide first class and well managed facilities for students and staff.

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### PRIMARY DUTIES & RESPONSIBILITIES

- Maintaining, to a high standard, the College's open spaces which consist of: Sportsfields (turf wickets, Athletics, Football, Rugby, Touch Footy), surrounds and lawn areas.
- Maintaining a clean and tidy school facade along the School's perimeter.
- Pesticide application, following label rates and correct procedure.
- Operate various types of machinery – Push/Cylinder mowers, brush cutters, ride-on machinery, tractors, ride-on mowers and utility vehicles in accordance with safe operating procedures.
- Be able to carry out basic maintenance on machinery and all powered equipment and hand tools.
- Assist Team Leader Grounds & Gardens with supervision and coordination of contractors.
- Work in a team environment but at times, work with minimum supervision.
- Have knowledge of irrigation systems, maintenance and operation.
- Non-trade work is approximately 15% when needed to assist with duties that are outside the horticultural trade.

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### SKILLS AND KNOWLEDGE ESSENTIAL TO THE JOB

- Minimum two years post qualified experience working on turf cricket wickets.
- Experience with relevant tools and associated machinery.
- Proven knowledge of Turfgrass species, pests and diseases.
- AQF2 Spraying Licence (minimum) Preferably AQF3.

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### ESSENTIAL PERSONAL ATTRIBUTES

- Exceptional personal standards of honesty, integrity and professionalism.
- Team Player.
- Strong service orientation with the ability to foster a strong service culture.
- Strong motivation.
- Ability to support the Christian values and ethos of the School

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## ACCOUNTABILITY

### Child Safety

Barker College has an abiding commitment to the safety, protection and well-being of all children and young people in our care. All staff members will be held accountable for ensuring adherence to the policies of the School, in particular those relating to the safeguarding of children.

### General

Breaches to a staff member's responsibilities and/or authority will be managed through the School's School's Annual Performance Review /Disciplinary Management Procedures. This defined accountability is underpinned by Barker College's Code of Conduct and the Complaints Procedures.

### Work Health and Safety

All staff members will be held accountable for their actions and omissions where it affects their own or another person's workplace safety.

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## SPECIAL CONDITIONS

- This is a full-time position. The usual hours of operation of the Department are 6.45 am to 3.15 pm.
- Weekend work or extended hours may be required for special events or spraying activities that cannot be performed through the normal working week.
- The position attracts 4 weeks' annual leave each year.
- There will be one RDO per month.
- Approved overtime will be available or extra time can be taken as time-in-lieu

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## QUALIFICATIONS

**Tertiary/TAFE (Minimum):** Certificate III Sports Turf Management

**Licences (Preferred):** AQF3 Chemical Accreditation (ChemCERT Card)  
Driver's Licence

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## ORGANISATION CHART RELATIVE TO POSITION

|                               |  |
|-------------------------------|--|
| <b>The Manager's Manager:</b> | <b>The Clerk of Works</b>                |
| <b>The Immediate Manager:</b> | <b>Team Leader grounds &amp; Gardens</b> |
| <b>This position:</b>         | <b>Greenkeeper</b>                       |

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**APPROVAL**

This position description accurately details the primary duties and responsibilities of the **Greenkeeper**.

*Approved by Team Leader Grounds & Gardens on 8 April 2025*

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**ACCEPTANCE OF POSITION DESCRIPTION**

Position description accepted by:

**Name of Staff Member:** [candidate\_name]

**Signature of Staff Member:** [acceptance\_status]

**Date:** [acceptance\_date]